MO-CONS-10 Instructions

This MO-CONS-10 is an automated *Microsoft Excel* workbook that populates the documentation information needed for Missouri practice certification. There are 7 worksheets that are associated with the workbook: Instructions, MO-CONS-10; Agronomy; Wildlife; Forestry; Engineering; and Irrigation-Drainage.

The MO-CONS-10 sheet (Figure 1) has "Return" and "Clear all Selections" buttons. This is the sheet that will have the final documentation summary of any practice that is selected. Simply click the toolbar print icon to obtain a printed copy. Click the "Return to ..." button and it will return you to the previously accessed discipline sheet.

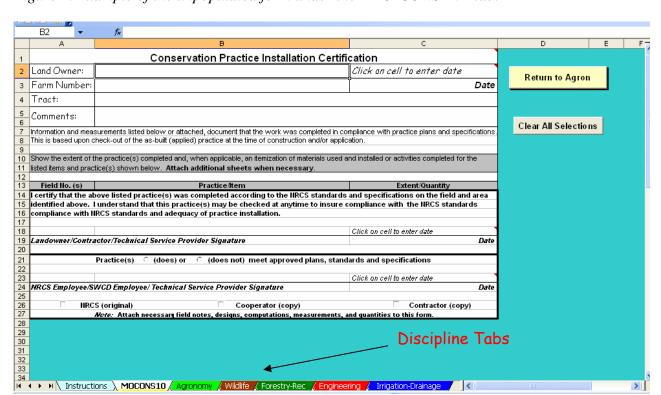


Figure 1. Example of the unpopulated form under the "MO-CONS-10" tab.

To populate the MO-CONS-10 sheet, fill in the appropriate client information on the top half. Then click on the appropriate discipline tab (Figure 1) to see the list of practices available (Figure 2). Click the appropriate practice to choose the practice documentation information for the practice or practices being applied. Clicking the "Clear All Selections" button (Figure 1) will clear the form for a new client. All of Missouri's NRCS approved practices have been placed under one of 5 discipline tabs – Agronomy; Wildlife; Forestry-Rec; Engineering; or Irrigation-Drainage.

In Figure 2, the Agronomy tab has been selected showing the selection of practices available under this tab. Each sheet has colored buttons with a practice name and code. When a practice button is clicked, it will change color and the documentation information will be copied from the Practices Standard

sheet and pasted to the MO-CONS-10 sheet. Click the button again and it will unselect the documentation information.

Figure 2. List of Agronomy/Grassland practices under Agronomy Tab.



To print or view the MO-CONS-10 sheet, click on the "Show MO-CONS-10" button. This will activate the completed MO-CONS-10 sheet for viewing or printing (Figure 3).

To add additional practices go the appropriate discipline tab and repeat the process.

USDA-NRCS MO-CONS-10 Conservation Practice Installation Certification		
1.0		
Land Owner:	Bob Ball	August 16, 200
Farm Number:	123	Dat
Tract:	4321	
Comments:	Tree planting for erosion control.	
This is based upon Show the extent of	assurements listed below (or attached) document that the work was completed in control check-out of the as-built (applied) practice at the time of construction and/or application the practice(s) completed and, when applicable, an itemization of materials used a	ation.
isted items and pra	actice(s) shown below. Attach additional sheets when necessary.	
Field No. (s)	Practice/Item	Extent/Quantity
```	Tree/Shrub Site Preparation (490)	
7	Total Acres Prepared	10
	Site Preparation Method	herbicides, disking, cultivator
	Land Use	pasture
	Date Applied	8-Aug-06
	Tree/Shrub Establishment (612)	
7	Total Acres Planted	10
	Tree/shrub Species	white oak, black oak, dogwood
	Number Planted	4000
	Row Spacing	10x10; 6x6
	Planting Method	machine
	Protective Measures	weed control - herbicides
	Adequacy of Planting	
	Date Planted	
dentified above.	bove listed practice(s) was completed according to the NRCS standards and a lunderstand that this practice(s) may be checked at anytime to insure complained standards and adequacy of practice installation.	
Landowner/Contr	actor/Technical Service Provider Signature	Dai
	Practice(s) (does) or (does not) meet approved plans, standa	ards and specifications
	, , and , company the property of the property	
		A.,1 00 000
MDCS Formless - 1	NMCD Fundament Traducial Couries Describes Courtes	
NRCS Employee/	SWCD Employee/ Technical Service Provider Signature	August 23, 200 Dai

Figure 3.
Example of a completed
MO-CONS-10 showing 2 practices with needed documentation criteria.